

**Fairfax County Park Authority
Board Meeting
November 10, 2004**

The Chairman convened the meeting at 7:39 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

Board Members

Winifred S. Shapiro, Chairman
Gilbert S. McCutcheon, Vice Chairman
Jennifer E. Heinz, Secretary-Treasurer
Edward R. Batten, Sr.
Glenda M. Blake*
Kevin J. Fay
Kenneth G. Feng
Georgette Kohler
George E. Lovelace
Joanne E. Malone
Harold L. Strickland
Frank S. Vajda

*Board Member Absent

Guest: Anthony H. Griffin, County
Executive

Staff

Michael A. Kane, Director
Timothy K. White, Deputy Director
Nancy L. Brumit, Administrative Assistant

Bob Brennan
Cindy Messinger
Miriam Morrison
Judy Pedersen
Lynn Tadlock

Seema Ajrawat
Curt Dierdorff
Nick Duray
John Lehman
Steve Lewis
Kay Rutledge
Ted Zavora

AGENDA CHANGES

Mrs. Shapiro asked if there were any changes to the Agenda. Mr. Kane requested that **CLOSED SESSION -- Land Acquisition** be added to the Agenda. **There were no objections from the Park Authority Board. NOTE: CLOSED SESSION – Land Acquisition was heard at the start of the board meeting.**

CLOSED SESSION

Guest: Anthony H. Griffin, County Executive

At 7:39 p.m. Mrs. Heinz **MOVED** the Park Authority Board convene in closed session for

- a. Discussion of the acquisition or disposition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of this public body in the **Dranesville Magisterial District** pursuant to Virginia Code 2.2 – 3711(A)(3)

The MOTION was **SECONDED** by Mr. McCutcheon.

- Update on Land Acquisition in the Dranesville District

The MOTION was **APPROVED** with Ms. Blake being absent.

Land Acquisition Matters was discussed.

At 8:55 p.m. Mrs. Heinz **MOVED** the Park Authority Board return to the Open Session; **SECONDED** by Mr. McCutcheon and **APPROVED** with Ms. Blake being absent.

CERTIFICATION OF CLOSED SESSION

Mrs. Heinz **MOVED** the Park Authority Board certify that, to the best of our knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia Code 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board; **SECONDED** by Mr. McCutcheon and **APPROVED** with Ms. Blake being absent.

ACTIONS FROM CLOSED SESSION

NOTE: For consistency in reporting and future research, the Administrative Assistant keeps all items in numerical order as discussed during Closed Session.

C-1. Update on Land Acquisition in the Dranesville District

There was no action on this item.

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PRESENTATIONS / ADMINISTRATIVE ITEMS**P-1/ADMIN-1 Resolution Honoring Jan Boothby upon Her Retirement**

Mrs. Heinz **MOVED** the Park Authority Board approve the resolution for Ms. Boothby upon her departure from the Park Authority; **SECONDED** by Ms. Malone and **APPROVED** with Ms. Blake being absent.

There was no discussion on this item.

PRESENTATION: Mrs. Shapiro read and presented the Resolution to Jan Boothby. On behalf of the Park Authority Board, Mrs. Shapiro wished Jan good luck in her retirement and future endeavors. Jan thanked the Park Authority Board and staff for the best four years of her career with Fairfax County.

P-2 Report of Findings of Compensation Study of Park and Recreation Leadership Positions

The Park Authority has developed a succession planning concept to provide guided development to employees who are able and willing to rise to leadership positions as they become available. A leadership competency model has been developed and validated. A pilot mentoring program was implemented and nearly 200 employees have completed the highly successful Leadership for Results training program. Initiatives under development include preparation and execution of individual development plans, implementation of additional leadership training and establishment of an on-going mentoring program to guide employee development. These initiatives are scheduled for implementation during FY-05/06. All of these efforts are intended to ensure that current Park Authority employees are being prepared to provide leadership to the agency in the future.

Mr. Dierdorff presented the findings of a national survey on the compensation of park and recreation leadership positions to determine if the current compensation is adequate to attract qualified external candidates.

Although there was no action on this item, staff requested endorsement from the Park Authority Board to present this to the County's Workforce Planning. **There were no objections from the Park Authority Board.**

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P-3 Park User Demographic Study

Mr. Duray described the demographics of park use in Fairfax County based on findings from the Park Authority's 2002 needs assessment survey and two more recent communitywide surveys. The analysis was conducted earlier this year for the Director's Leadership Team as a strategic plan initiative stemming from a strategy in the Leisure Opportunities issue area of the Fairfax County Park Authority Strategic Plan. This strategy (Leisure Opportunities, 1.2) directs staff to "seek to continually refine the Park Authority's range of recreational offerings to ensure that its customer base reflects the changing demographics of the county population."

ADMIN-2 Resolutions - Various Contributions to the Park Services Division

Mr. Strickland **MOVED** the Park Authority Board accept the cash contributions in the amount of \$143,207 and in-kind contributions in the value of \$99,613 and approve the Resolutions expressing appreciation to various donors who contributed to the Park Services Division programs and operations; **SECONDED** by Mr. McCutcheon and **APPROVED** with Ms. Blake being absent.

There was no discussion on this item.

PRESENTATION: Presentation of the Resolutions will be at a later date.

ADMIN-3 Adoption of Minutes - October 27, 2004, Park Authority Board Meeting

Mr. Strickland **MOVED** the Park Authority Board accept the minutes of the October 27, 2004, Park Authority Board meeting; **SECONDED** by Mrs. Heinz and **APPROVED** with Ms. Blake being absent. Board Members Kohler, Lovelace, Malone and McCutcheon, who were absent from the October 27, 2004 meeting, **ABSTAINED**.

There was no discussion on this item.

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ACTION ITEM**A-1 Contract Award - Athletic Field Lighting at Ellanor C. Lawrence Park**

This item was reviewed by the Planning and Development Committee on November 3, 2004, and approved for submission to the Park Authority Board.

Mr. Strickland **MOVED** the Park Authority Board approve the contract award to Lighting Maintenance, Inc., of Rockville, Maryland in the amount of \$395,000 for the installation of athletic field lighting on three (3) fields at Ellanor C. Lawrence Park. In addition, Mr. Strickland recommended reserving \$39,500 or ten (10) percent of the contract award for contract contingency, \$23,700 or six (6) percent of the contract award for administrative costs, and \$75,000 for utilities. TOTAL COST is \$533,200; **SECONDED** by Mr. Feng and **APPROVED** with Ms. Blake being absent.

There was no discussion on this item.

INFORMATION ITEMS**I-1 Athletic Field Lighting Evaluation**

The board reviewed the item regarding the Athletic Field Lighting Evaluation. Mr. Zavora explained that under FISCAL IMPACT the Fund changed **from** 371 **to** 370, Park Authority Bond Construction, Project 474198, Athletic Fields (1998 Bond Program). No action was necessary.

I-2 Sale of Pohick School Site

The board reviewed the item regarding the Sale of the Pohick School Site. No action was necessary. There was no discussion on this item.

I-3 FY 2006 Budget Submission - Issues Prioritization

This item was reviewed by the Budget Committee on November 10, 2004, and approved for submission to the Park Authority Board.

The board reviewed the item regarding the FY 2006 Budget Submission – Issues Prioritization. After Board discussion, Mrs. Shapiro stated that she would sign and send her memorandum to the Chairman and Members of the Board of Supervisors regarding the Fiscal Year 2006 Addendum Request dated November 10, 2004. **There were no objections from the Park Authority Board.**

No action was necessary.

CHAIRMAN'S MATTERS

- **Successful Passage of the 2004 Fall Park Bond Referendum**

For the record and on behalf of the Park Authority Board, Mrs. Shapiro thanked Mr. Kane, Mrs. Pedersen, Mr. Zavora and staff for all the hard work they had done to get the 2004 Fall Park Bond Referendum passed. At 73% approval, Mrs. Shapiro stated that this was the highest percentage that a park bond has passed.

Mrs. Shapiro thanked Sally Ormsby and the Park Partners Team for all the work that they did towards the successful passage of the 2004 Fall Park Bond Referendum.

Mrs. Shapiro requested staff to prepare the appropriate resolutions and invite Sally Ormsby and the Park Partners Team to the December 8, 2004 Park Authority Board meeting to receive the Board's thanks and appreciation. **Without objection, SO ORDERED.**

DIRECTOR'S MATTERS

- **Outstanding Performance Award Recipients**

Mr. Kane reported that the following Park Authority employees will be honored as recipients of an Outstanding Performance Award at a ceremony on Friday, November 19, 2004, at 10:00 a.m. in the Government Center:

Douglas A. Petersen – Sr. Right-of-Way Agent – Planning and Development Division

Working tirelessly with Northern Virginia Conservation Trust and Virginia State Department of Conservation and Recreation, Mr. Petersen gained reimbursement of \$729,250.00 for purchase of the Elklick Woodland Natural Area Preserve. Due to his diligence and vision, this rare ecosystem will be preserved in perpetuity.

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Thuy N. Williams – Administrative Assistant IV – Administration Division

As a result of Ms. Williams' dedication, Park Authority's Financial Management Branch sustained operations and maintained customer service during a time when the supervisor was on extended leave and the staff experienced 85% turnover! She independently learned an array of new functions outside the scope of her normal work, and supervised the newly-hired staff.

Leon Plenty – RECenter Manager – Park Services Division

Mr. Plenty is the catalyst and guiding force behind Lee District RECenter's transformation into a positive, financially successful enterprise that has become an integral member of the community.

His efforts embody many of Park Authority's values and are demonstrated by actions, including ensuring beneficial partnerships, promoting employee career growth, and engaging diverse community groups.

Douglas H. Sallade – Labor Crew Chief – Park Services Division

Douglas has demonstrated significant leadership skills with his staff and inspirational commitment to Park Authority's values by developing and mentoring his workforce – in spite of communication challenges such as limited English proficiency. His multiple innovative efforts to bridge the language divide have positively affected work unit productivity and enhanced employee morale.

- **Milestone in Park Acreage**

Mr. Kane reported that the Park Authority has reached another milestone in the park acreage. The Fairfax County Park Authority now has 23,500+ acres of parkland.

- **Public Private Educational Act Proposal (PPEA) – CLEMYJONTRI Playground**

Mr. Kane reported that the Park Authority had received a Public/Private Educational Institutional Infrastructures Act Proposal for the CLEMYJONTRI playground project. This is an unsolicited proposal from the Orr Partners Company to build the playground project at CLEMYJONTRI. Negotiations will begin by following the process that has been adopted by the Board of Supervisors and the County's Department of Purchasing and Supply Management. The first meeting with the Orr Partners Company is Monday, October 15, 2004

**COMMITTEE REPORTS AND SPECIAL ASSIGNMENTS
FOR THE RECORD**

NOTE: No committee minutes were entered FOR THE RECORD at this meeting. Committee minutes are entered FOR THE RECORD during the second Park Authority Board meeting each month.

BOARD MATTERS

- **2004 Elly Doyle Park Service Award Ceremony**
Mr. McCutcheon expressed his thanks and appreciation to the Elly Doyle Committee for another grand event. Mr. McCutcheon was accompanied to the event by former Lee District Representative Harold Henderson, who also enjoyed the event and visiting with everyone.
- **Retirement of Grants Coordinator Jan Boothby**
Although Mrs. Boothby had already left the meeting, Mrs. Heinz expressed her good wishes to Jan Boothby upon her retirement. Mrs. Heinz stated that Jan was a pleasure to work with and she will be missed.
- **County Youth Football Championship Games**
Mr. Strickland invited Board Members to the County Youth Football Championship games, which will be held at James Madison High School on Saturday, November 13, at 9:30 a.m. There will be seven games with the last game starting by 6:00 p.m.
- **Happy Thanksgiving**
Ms. Malone wished Board Members and staff a Happy Thanksgiving.
- **35th Anniversary of Hidden Oaks Nature Center**
Mr. Vajda reported that Hidden Oaks Nature Center will be celebrating its 35th Anniversary on December 4, 2004.
- **Closed Session Discussions Regarding Land Acquisition in the Dranesville District**
Mr. Fay thanked Mr. Kane and staff for their help with the discussion that took place during the earlier Closed Session for land acquisition in the Dranesville District. Mr. Fay thanked Board Members for their support.

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CLEMYJONTRI Park's Unsolicited Proposal

Mr. Fay reported that CLEMYJONTRI Park has great potential to achieve substantial savings on programs that had been identified. Mr. Fay commended the Clementes for helping the Orr Partners Company to bring forward an unsolicited bid for the playground project. Clementes and David Orr will continue to work with other contractors to bring this project to fruition. Support such as this could bring the agency closer to its goal and may save considerable sums of money that can be used for other projects at CLEMYJONTRI or for other projects throughout the County.

- **Wild Turkey Release at Huntley Meadows Park**

Mr. Batten invited Board Members and staff to join him on Tuesday, November 16 at 10:00 a.m. to watch the wild turkeys fly. The National Wild Turkey Federation and the Virginia Department of Game and Inland Fisheries will host the event at Huntley.

Mr. Batten thanked Mrs. Pedersen for preparing his speaking points for the occasion.

- **2004 Elly Doyle Park Service Award Ceremony**

Ms. Kohler reported that she had attended the Elly Doyle Awards Ceremony and it was wonderful. Everyone had a great time. The film on the award recipients was particularly enjoyable, and she loved the crazy hats everyone wore.

Happy Thanksgiving

Ms. Kohler wished everyone a Happy Thanksgiving, and hoped that it did not snow between now and then.

There were no other BOARD MATTERS reported. Board Members Feng and Lovelace had no board matters. Ms. Blake was absent.

ADJOURNMENT

At 10:21 p.m., Mrs. Shapiro wished Board Members and staff a Happy Thanksgiving and **ADJOURNED** the meeting. **There were no objections from the Park Authority Board Members present.**

Gilbert S. McCutcheon
Vice Chairman

Minutes Approved at Meeting
on December 8, 2004

Michael A. Kane, Director

Park Authority Board Minutes prepared by

Nancy L. Brumit, Administrative Assistant

Park Authority Board Minutes Approved and Signed on December 8, 2004